

**PHYSICAL SECURITY WORKING GROUP  
MINUTES OF THE EIGHTH MEETING  
WEDNESDAY, 25 JANUARY 1984, 1000 HOURS  
ROOM 7D32, CIA HEADQUARTERS**

**Members Present**

STAT Mr. Gerald L. Berkin, Chairman  
STAT Mr. Bernard Gatozzi, Department of Justice  
STAT [redacted] National Security Agency  
STAT Ms. Elizabeth Hall, Department of the Air Force  
STAT Mr. Ward Albrow, Department of the Army  
STAT [redacted] Central Intelligence Agency  
STAT Mr. Dick Schmeltz, Department of the Navy  
[redacted] Defense Intelligence Agency  
Ms. Rebecca Long, Office of the Secretary of Defense

**Members Not Present**

Mr. Thomas Thornhurst, Department of State  
Mr. Paul Cundiff, Federal Bureau of Investigation  
Mr. Stephen Slaughter, Department of Energy

**Also Present**

STAT [redacted] SECOM Staff Advisor  
Ms. Susan Berg, Executive Secretary

1. General. The minutes of the 14 December 1983 meeting were approved as written.

2. Chairman's Report. The Chairman reported on the 12 January 1984 meeting of the Interagency Advisory Committee on Security Equipment (IACSE). This group has the full support of the GSA Administration and the FPS Commissioner. The following items were covered in this meeting.

a. Numerous requests have been received for information pertaining to the identity and addressees of the members by vendors. In order to prevent a deluge of calls and requests for appointments, all information or requests from vendors will be sent directly to the IACSE or subcommittees c/o GSA/FPS.

b. Different avenues of approach were discussed as to how best to establish the standardization of physical security terminology and symbology. The Chairman, IACSE will develop a draft which will be distributed for comments and then finalized. All IACSE members will have the opportunity to comment on it within a 60-day timeframe.

c. Efforts are being undertaken to locate a test facility. An ad has been placed in the Commerce Business Daily.

d. Charters are presently being drawn up which will clarify the roles and responsibilities of the subcommittees.

e. The Chairman requested that NFIB/NFIC-9.1/47 be reviewed to determine whether or not it needs to be rewritten. Any comments should be forwarded to the Chairman. If necessary, a new draft will be written or an addendum added to the

existing document. Submit all comments, including format changes within 90 days.

**3. Member's Reports on Agency/Department Activities.**

a. The Army member reported that a test and evaluation was being conducted on the La Guard lock. He can be contacted for test results.

b. In response to the Chairman's previous request for information concerning the existence of other government physical security groups, the OSD member brought for distribution minutes of the DOD Tri-Service Requirements Working Group on Physical Security Equipment and Minutes of the Security Equipment Integration Working Group.

**4. Old Business**

PDS. The NSA member will be holding further discussions with the NSA staff responsible for PDS matters. The results of these talks will be made known to the PSWG.

5. New Business. A composite critique sheet from the 16 - 20 January 84 seminar was distributed to all attendees at this meeting. Several suggestions were discussed as to how to improve the seminar but overall, everyone agreed that it was a worthwhile venture.

Tentative quotas were established for the next seminar:

DIA	4
NSA	3
JUSTICE	2
ARMY	2
AIR FORCE	4
NAVY	4
CIA	2 (if room exists)

Agencies/Departments not listed should forward desired quotas to the Chairman immediately or the remaining spaces will be allocated to other requesters.

6. Next Meeting. The next meeting of the PSWG is scheduled for 1000 hours 22 February 1984 at CIA Headquarters. When obtaining a badge, check with the receptionist for the room number.